

85-2449

AUG 19 1985

MEMORANDUM FOR: Deputy Director for Administration

85-1829/5

FROM: Robert W. Magee  
Director of Personnel

SUBJECT: Directorate of Administration Planning  
FY 1986 - FY 1991

REFERENCE: Your memo dtd 19 July 85, Same Subject

1. In response to reference, the following are Office of Personnel recommendations for updating the Directorate of Administration's FY 1985 Goals and Assumptions:

GOALS

Add to Goal 1:

- o In order to remain competitive with other employers for the quality of employees required by the Directorate and the Agency, we must be creative and flexible in providing benefits other than compensation to advance a feeling of security and well-being in our employees' personal as well as professional lives. We must ensure that our benefits program is timely and comprehensive and as competitive as possible within the constraints of Federal statutory regulations.

Amend to Goal 3:

o

ASSUMPTIONS

Change Assumption 1:

- o The Agency will complete the significant phase of rebuilding in terms of population and resources. Our population and resources will stabilize.

New Assumptions:

- o The nature of the Directorate and Agency workforce has changed along with the nature of the national workforce in general to the point where new policies and benefits must be devised to accommodate dual-income families, single parents, and other significant societal pressures which did not exist when Agency statutes, policies, and regulations were established.

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- o In view of the expansion of automation, the Directorate will be required to enhance security measures to protect against unlawful entry and the collection of intelligence data.

2.  Executive Officer/OP, is the focal point for planning in our office. Please feel free to contact her if there are any questions.

Robert W. Magee

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